

## Agricultural Marketing Service

Office of the Deputy Administrator, Marketing Programs  
Poultry Division  
Grading Branch  
Regional Office  
Federal-State Supervisor  
Agricultural Commodity Aid (Poultry), GS-1981-4

### I. INTRODUCTION

This is an Upward Mobility position. The experience gained on the job will provide the incumbent with the necessary qualifications for entering the GS-1980 Agricultural Commodity Grader Series through on- the-job and formal training. The employee performs duties designed to provide experience in the application of principles, procedures and work techniques.

The employee is assigned to a Federal-State Office which is responsible for carrying out (a) Poultry grading programs for voluntary grading services of poultry, shell eggs, and rabbits; and (b) shell egg surveillance within a designated State or combination of States. Assignments may involve details or reassignments to a different geographical area as determined by management.

### II. DUTIES AND RESPONSIBILITIES

The incumbent receives training and indoctrination in the basic skills of poultry and shell egg grading and inspection work under the supervision of a fully licensed grader or inspector. Training is provided in forms preparation, distribution, filing, indexing, etc., as related to official functions in resident plants and the Federal-State Office. The incumbent also performs technical work in the commodity purchase programs, such as destination and origin inspections on poultry and poultry products. More specifically the incumbent performs the following:

Destination Inspection: Examines seals on rail cars or trucks to make sure they are intact. Counts containers if seals are broken, obtains opening temperatures, checks origin certificates against contents, examines loads for damaged, torn, or wet shipping containers, conducts product examination by taking internal temperatures of product from prescribed amount of samples, and

records facts on certificate; or, if the product is not correct, calls designated telephone contact for resolution.

Origin Inspection : Most of these activities take place at an official USDA poultry or shell egg plant. The incumbent assists the grader by counting product, visually observing container and product for condition, test weighing product, observing sealing of vehicle closures and assisting in preparation of memorandums and certificates. Other duties may include checking thermometer readings (wash water, freezers/coolers, etc.), sampling for ppm of sanitizer solution and visually observing spray nozzles of sanitizers and washer to make sure they are functioning properly. May check processing rooms for positive or negative air flow and observe inedible collection containers to see that they are properly labeled. The incumbent may also select and retrieve official samples for grading by the grader-in- charge.

### III. J OB CONTROLS

Supervision Received: A designated Grader provides assignments, giving oral instructions on what methods and procedures to follow in accomplishing the work and on what to study.

The Aid strictly adheres to the instructions. Any questions or problems which arise are to be addressed by the grader or referred to the supervisor prior to continuing the assignment. Work is reviewed in progress and upon completion for compliance with instructions and adherence to procedures. As the employee's knowledge of the work and its methodology grows, he/she operates more independently.

Written guidelines include parts of the official grade standards, regulations, visual aids, instructional material, technical manuals, and other written guidelines.

Guidelines, specific to any new assignments, are explained fully to the employee before the work is performed.